DOCUMENT RESUME

ED 371 175 CE 066 645

TITLE	Taking the Step to Skill New Zealand. A Guide for Employers.
INSTITUTION	New Zealand Education and Training Support Agency, Wellington.; New Zealand Qualifications Authority, Wellington.
REPORT NO	ISBN-0-478-08702-0; ISBN-0-908927-46-0
PUB DATE	Jun 94
NOTE	24p.
PUB TYPE	Guides - General (050)
EDRS PRICE	MF01/PC01 Plus Postage.
DESCRIPTORS	*Basic Skills; *Employer Employee Relationship; Employment Potential; Employment Practices; *Employment Qualifications; Foreign Countries; Industrial Training; *Job Skills; *Job Training; Postsecondary Education; Secondary Education; *Skill Development
IDENTIFIERS	*New Zealand

ABSTRACT

Skill New Zealand is a strategy to raise the skill levels of all New Zealanders, an industry-led approach to skills development that will increase the quantity, quality, and diversity of training in that country. The booklet contains four sections. The first section explains what Skill New Zealand is and why employers should become involved it. The second section provides guidelines to the role of industry in Skill New Zealand. Information is included on what role industry plays, what Industry Training Organizations (ITOs) do, how ITOs develop training programs and how they are funded, the role of apprenticeships, and how to find out if a particular industry is covered by an ITO. In the third section, the National Qualifications Framework is discussed. Information is provided on how the framework operates and on Skill Pathways and Skill Start, two approaches that can be used to phase in skill training. The final section discusses how Skill New Zealand is presently being implemented. A list of approved ITOs is included. (KC)

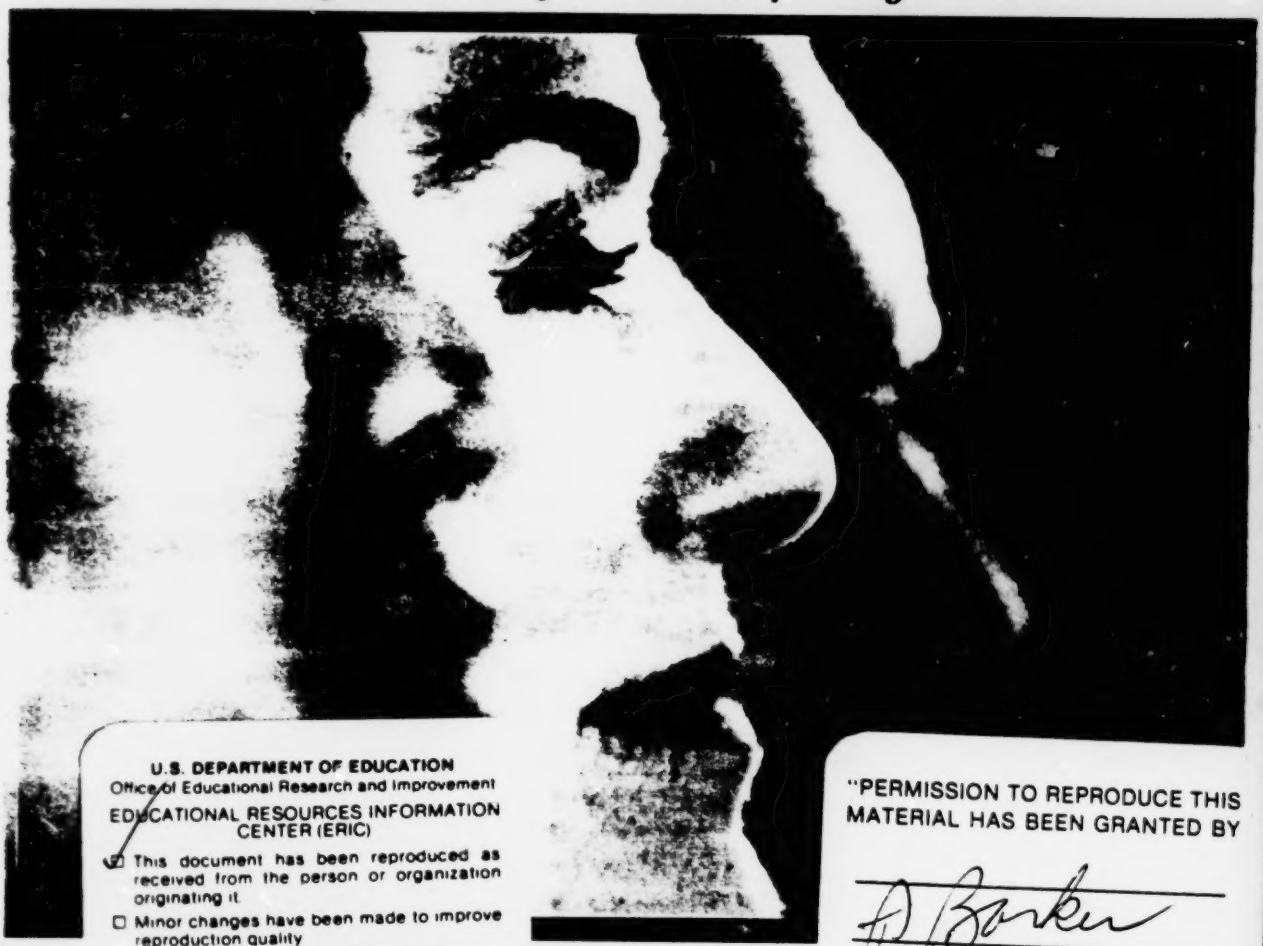
****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED 371 175

step

to

A guide for employers



U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☑ This document has been reproduced as received from the person or organization originating it.

☐ Minor changes have been made to improve reproduction quality

• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

D. Barker

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

CE 066 615

Skill New Zealand

LIFELONG EDUCATION AND TRAINING

BEST COPY AVAILABLE

What is Skill New Zealand? 2

Why we need Skill New Zealand 3

Why employers should become involved 4

Why Skill New Zealand is good for business 5

Why Skill New Zealand is good for industry 6

How Skill New Zealand Works - The Role of Industry 7

What role does industry play? 7

What does an ITO do? 8

How do ITOs develop their training programmes? 9

How are ITOs funded? 10

Where do apprenticeships fit in? 10

How do you find out if your industry is covered by an ITO? 11

The National Qualifications Framework 12

How the Framework operates 13

The Framework provides flexibility 14

Skill Pathways 15

Skill Start 16

Skill New Zealand - It's Happening Right Now 17

What is Skill New Zealand?

In a nutshell, Skill New Zealand is a strategy to raise the skill levels of all New Zealanders.

It's a dynamic, industry-led approach to skills development which will increase the quantity, quality and diversity of training in New Zealand.

It will create an environment where industries can identify and build training to meet their needs.

And it's happening now.

"If we hadn't invested in training two years ago, we wouldn't be here today."

Bruce Robinson, Managing Director, Robinson Furniture

Why we need Skill New Zealand

It's a world-wide trend – as technology develops at a faster and faster rate, the number of unskilled jobs is declining. Every day, businesses are adopting new forms of technology and new staffing systems to gain a competitive advantage. The day of the unskilled worker has almost passed.

"Our clients are wanting results faster. Consequently, research and technology are developing faster. We need staff who can keep pace with it all."

Phillip Mills, Managing Director, Les Mills World of Fitness.

Today, if businesses want to compete successfully, they need a highly skilled, flexible workforce.

In the past, there was no coordinated approach to skills training. In fact, to many people, leaving school usually signalled the end of learning or training. Others found it difficult to swap careers or gain new skills.

To compound the problem, in some skill areas there were no nationally recognised courses or qualifications at all.

That's why Skill New Zealand is vital to our future. It will build a unified training culture throughout the country which will, in turn, affect how every one of us learns and trains throughout our lives.

Why employers should become involved in Skill New Zealand

If you want to be successful in today's international or local market, you need highly skilled people. That's the bottom line.

"Because we have people who are as capable with a computer as they are with a chisel, we're more efficient and profitable than ever."

Bruce Robinson

Skill New Zealand is designed to give you just that. It will provide training based on national standards that are tailored to suit your specific needs. It can provide your staff with the right skills at the right time.

Under Skill New Zealand, industries, enterprises and professions will create new training or build on existing training programmes.

It will be easier for employers to upskill existing staff and take on trainees, and train them to national standards. It's a system that benefits both you and your people.

"A better quality employee means a better quality product. That's happening for us right now..."

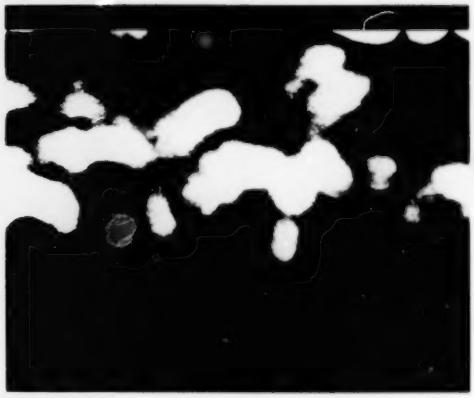
Frances Rawlings, Manager of the Waitomo News.

Why Skill New Zealand is good for your business

- Skill New Zealand will provide your staff with the right skills at the right time. You can identify their training needs and arrange for training directly relevant to the skills they require.
- It will ensure your people are more highly skilled.
- It will let you know exactly what skills and standards your employees achieve.
- It will improve on-the-job training and assessment.

A higher skilled staff can –

- give you a competitive edge
- raise the quality of your product or service
- increase your productivity
- make your business more profitable
- enable your workforce to adapt to change more effectively
- allow you to respond quickly to business opportunities.



Why Skill New Zealand is good for industry

- Skill New Zealand sets up systems that assure a high quality of training to specified national standards.
- It is designed by industry for industry.
- It keeps pace with the changes going on inside your sector.
- It offers greater flexibility in when and how people train.
- And it recognises prior learning and existing skills.

How does Skill New Zealand work?

Skill New Zealand revolves around:

- ***an industry driven approach to training***
- ***and the National Qualifications Framework.***

What role does industry play?

In 1992 the Industry Training Act was passed. Its goal was to increase the quantity, quality and relevance of industry training in New Zealand.

It encourages industry to form Industry Training Organisations (ITOs). These ITOs are res onsible for training in the industry they represent, and lie at the very heart of Skill New Zealand.

"ITOs make for a more sophisticated more informed industry. They create an environment of positive competition"

Phillip Mills

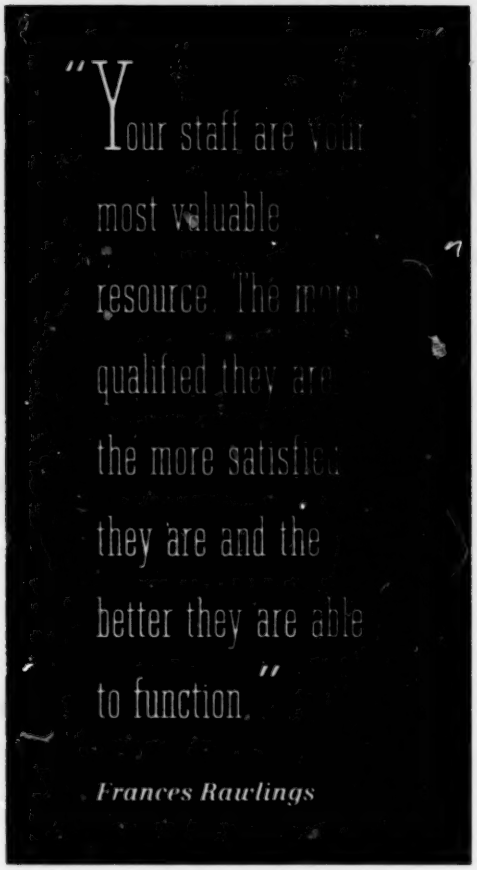
What does an ITO do?

ITOs set national standards and qualifications for their industry.

They develop training arrangements for employers in their industry.

They arrange for delivery of training on and off the job.

And they decide how to monitor training standards and the assessment of trainees.


"Your staff are your most valuable resource. The more qualified they are the more satisfied they are and the better they are able to function."
Frances Rawlings

How do ITOs develop their training programmes?

The process is as follows:

The first step is for the ITO to undertake a training needs analysis to map out exactly what skills are required for their industry – not just for now, but for the future as well.

The skills identified from the analysis are broken down into specific areas of skill and knowledge called *skill or unit standards*. Trainees gain credit towards a qualification when they achieve the specified standard.

The standards are registered on the National Qualifications Framework (refer to *The National Qualifications Framework* section Pg12).

The ITOs set the standards and qualifications for their industry.

Training based on the standards can be offered in the workplace or by a range of education and training providers – polytechnics, private training establishments or schools. These programmes must meet the industry's requirements in terms of whether training is on or off-job and the assessment of trainee achievement.

To ensure the training remains relevant, the standards and qualifications will be regularly reviewed and updated by the industry, in consultation with the New Zealand Qualifications Authority (NZQA).

How are ITOs funded?

Each ITO will be funded mainly by the industry it represents. Some Government funding is available to assist with –

- training needs analysis
- developing and implementing training programmes
- purchasing off-the-job training
- administering new and existing apprenticeship-type arrangements and Primary Industry Cadetships.

Where do apprenticeships fit in?

Apprenticeship training will continue largely as before. ITOs are taking over responsibility for their own apprenticeship arrangements and will update them to ensure they continue to meet the needs of the industry.

Should employers still take on apprentices?

Definitely. If you need any advice on training and apprenticeships, contact your ITO.

How do you find out if your industry is covered by an ITO?

As at June 1994 there are 39 ITOs and a further 8 have applied for ITO status. To get in touch with your ITO refer to the list enclosed with this booklet or contact the National Office of the Education & Training Support Agency.

In addition to the 39 ITOs, there are more than 100 standards bodies who have been approved by NZQA to set national standards for their sector. They cover skill areas that may not fit the Industry Training Act's definition of "industry". For example, management and communications skills are common to many industries. Unlike ITOs, these bodies do not have the responsibility of developing or managing training.

A list of these standards bodies is enclosed at the back of the booklet, or please contact the New Zealand Qualifications Authority, PO Box 160, Wellington. Telephone (04) 802 3000 or Fax (04) 802 3114 – ask for Brent Richardson or Kari Miller.

"The old days have gone. To be more professional in our industry we need to invest in training."

Sam Webb, Managing Director of Sam Webb Logging Ltd.

The National Qualifications Framework

Under the new Qualifications Framework, students and employees have greater choice and flexibility in what, where and how they learn. Clear national standards are being set across all learning areas and people will be able to take an increasing variety of pathways to achieve those standards.

Learning for national qualifications can take place in the most suitable environment – in the workplace, polytechnic, private training establishment or school.

"It allows us to tailor make courses to fit the needs of the students and the needs of industry"

Mason Collett, Principal of Queen Elizabeth College, Palmerston North

How does the Framework operate?

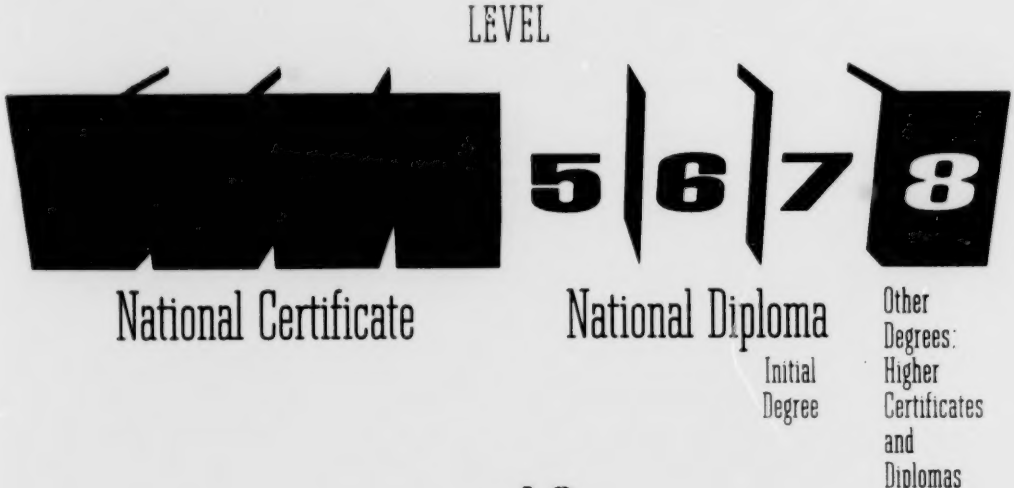
The Qualifications Framework is built on unit standards which spell out the criteria which students and employees need to meet in a particular area of skill and knowledge.

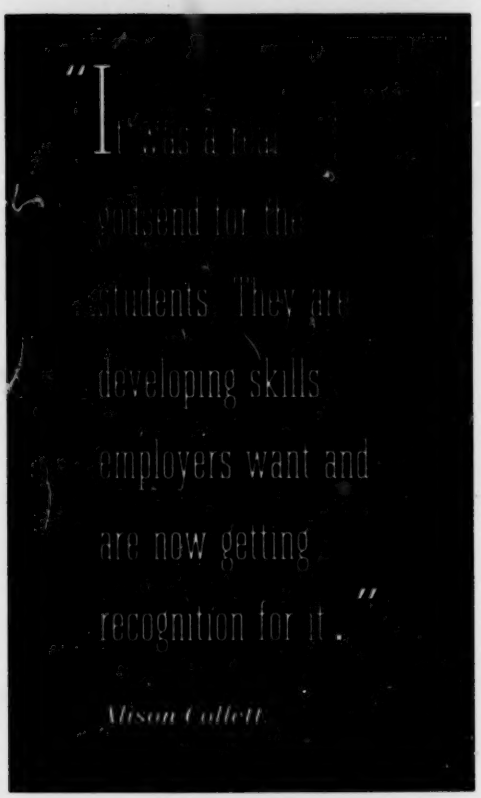
Each nationally recognised unit standard belongs to one of the Qualifications Framework's eight levels and they build towards nationally recognised qualifications.

Levels 1 – 4 lead to a *National Certificate* and unit standards at Level 5 and above lead to a *National Diploma or Degree*.

Training is designed so that people are assessed against the new unit standards. Once the standard is achieved, its credit value is recorded on an individual's *Record of Learning* which is held on a national database.

It's then a matter of gaining credits until a student or trainee has gained the required number of credits for the qualification.




"It's a real godsend for the students. They are developing skills employers want and are now getting recognition for it."
Alison Collett

The Framework provides flexibility

Under the new Framework, a person can:

- study the area of immediate relevance to their training needs or achieve all the unit standards which make up a qualification
- achieve unit standards at their own pace to suit their needs, and re-enter training at any time in their lives
- gain recognition for skills and experience they already have.

Other key aspects of the Skill New Zealand strategy are *Skill Pathways* and *Skill Start*. Both programmes are designed to assist young people into training.

Skill Pathways

Skill Pathways aims to increase the range of vocational learning for young people. It can also assist employers to offer training to young people aged 16 to 21 years old.

Skill Pathways is designed for industries which have not previously had structured entry-level training (such as apprenticeships).

It gets industry and education providers (secondary schools and training providers like polytechnics etc) working more closely together – so they both get what they want.

By combining on and off-job training, young people will develop valuable skills industry needs, and industry will be getting employees with skills that match their requirements perfectly.

The Education & Training Support Agency can assist employers interested in developing a pathway with a local school or training provider. Pathways can be developed for employees who go off-job for part of their training. Or employers can provide part-time training on their premises for school students or trainees.

Skill Start

Creating more training places for our young people is an important part of preparing for the future.

Skill Start is designed to encourage employers to take on more young people and provide them with formal training on the job.

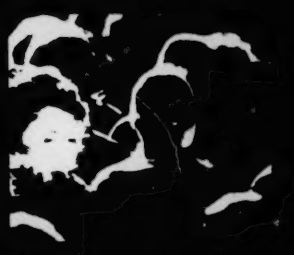
Skill Start recognises the initial cost to employers of taking on trainees and provides financial assistance so that employers can start training young people now.

As an employer, you can receive Skill Start if you take on a young person (with a maximum of three) up to and including 21 years of age through one of these training arrangements:

- an Apprenticeship Training Agreement
- a Primary Industry Cadetship
- a training agreement in the nature of an apprenticeship linked to the National Qualifications Framework
- a training agreement in the nature of an apprenticeship formally recognised under the Industry Training Act.

What assistance is available?

A payment of $1,000 (including GST) for each trainee.



Skill New Zealand – it's happening right now.

Right now, nearly 200 industry and professional groups are setting skill standards for their sector.

Many groups are already ITOs, some are applying to become ITOs, others are coming together for the first time.

Over 1,500 unit standards have been registered, with many more being developed to provide comprehensive coverage. These standards are mainly at Levels 1–4 of the Framework.

"

Phillip Mill

2

It's hardly surprising that employers all over the country are taking advantage of Skill New Zealand. The examples of businesses and education providers in this booklet will give you some idea of how this new approach to industry training is benefiting everyone involved.

To build training to meet your needs, all you have to do is take the step to Skill New Zealand.

The Skill New Zealand strategy is co-ordinated by ETSA and NZQA

ETSA

The Education & Support Training Agency (ETSA) is responsible for officially recognising ITOs and for providing support to new ITOs. It also manages the Government funds available to assist ITOs.

ETSA is developing Skill Pathways in association with schools, employers, ITOs and training providers.

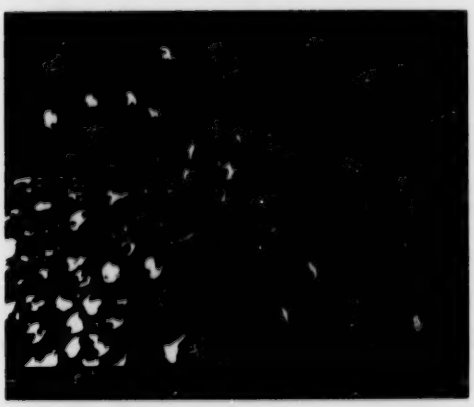
NZQA

The New Zealand Qualifications Authority (NZQA) is responsible for establishing the National Qualifications Framework in partnership with industry and education and training providers.

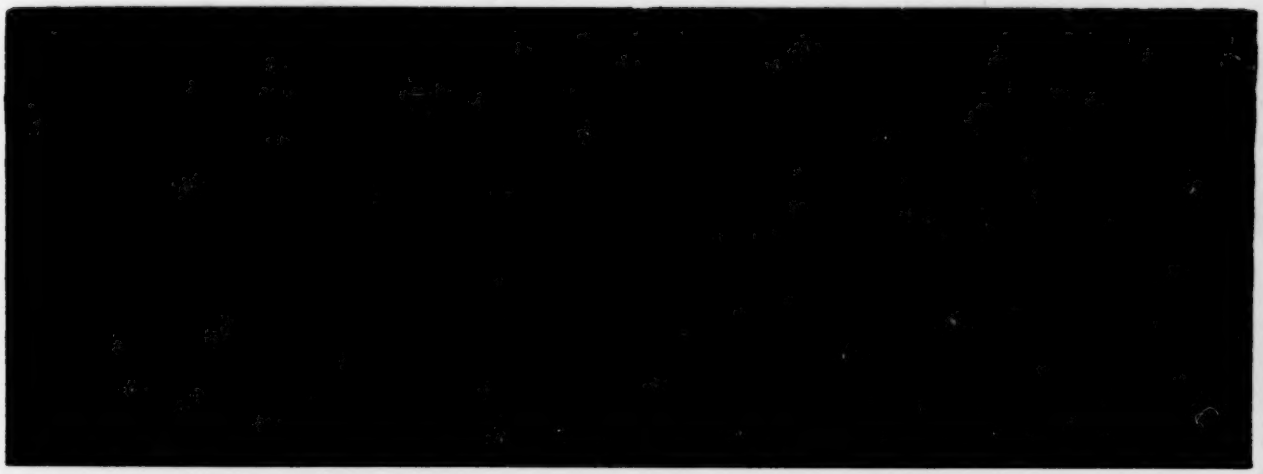
Standards-setters for the National Qualifications Framework

Standards-setters for the Qualifications Framework fall into two main categories:

- Industry Training Organisations (ITOs) recognised by the Education & Training Support Agency (ETSA)
- National Standards Bodies (NSBs) approved by the Qualifications Authority.



The major difference between the two is that in addition to setting national skill standards and forming qualifications, ITOs are empowered by the Industry Training Act to develop and manage their own training.



Education & Training Support Agency

Education & Training Support Agency
PO Box 27 048
Wellington
Tel (04) 801 5588
Fax (04) 801 5599

New Zealand Qualifications Authority
Mana Tohu Matauranga o Aotearoa
U-Bix Centre
79 Taranaki Street
PO Box 160, Wellington
Tel (04) 802 3000
Fax (04) 802 3115